



## Southern California Association of Governments

### Human Resources

818 West 7th Street, 12th Floor, Los Angeles, California 90017 • (213) 236-1910 • [www.scag.ca.gov](http://www.scag.ca.gov)

## Regional Planner #313 Environmental Division

### (Senior/Associate/Assistant Regional Planner)

Senior Level: \$53,889 - \$80,833 annually – Typical Hiring Range: \$53,889 - \$67,361 annually  
Associate Level: \$51,119 - \$73,484 annually – Typical Hiring Range: \$51,119 - \$62,302 annually  
Assistant Level: \$42,023 - \$63,035 annually – Typical Hiring Range: \$42,023 - \$52,529 annually  
**Open Until Filled. First Review of Applications, Monday, February 12, 2007**

#### THE POSITION

The primary focus of this position will be the development of the environmental components for regional projects. The position will assist in the development of regional strategies on various environmental issues including air quality, energy, open space, water, and waste. The position will also assist in the development of Environmental Impact Reports for regional projects and in the development of the Regional Comprehensive Plan. *This is a flexibly staffed classification. Individuals may advance to the Associate and Senior levels without competition once competencies are met and upon the recommendation of the supervisor.*

#### Ideal Candidate Qualities:

- Experience with CEQA, preferably in the development of Environmental Impact Reports
- Excellent interpersonal skills
- Effective verbal and written communication skills
- Strategic and creative thinker
- Adaptable and flexible worker
- Strong technical analytical skills

The following is a list of typical duties of this current vacancy:

- Develop environmental regional strategies;
- Develop complex environmental methodologies for the preparation of Environmental Impact Reports (EIR) and Environmental Impact Statements (EIS)
- Support environmental evaluations of the goods movement system;
- Support the review of environmental technical studies, issue papers, policy documents, and pertinent legislation;
- Analyze and interpret environmental data and trends;
- Assist in project management including annual work plan; project summaries, project budget preparation and administration;
- Present information and recommendations to the Regional Council, committees, task forces, advisory committees;

- Confer with elected officials, air quality and transportation stakeholders, the public, and other agencies;
- Coordinate and participate in grant preparation and administration.

#### MINIMUM QUALIFICATIONS

*Any combination of training and experience that demonstrates attainment of the required knowledge and ability to perform the required work*

**Education:** Bachelor's degree from an accredited college or university with major course work in environmental science or policy, environmental or urban planning, policy analysis, political science, economics, natural science, or a related field. A Master's degree can substitute for one year of experience.

**Experience and Training:** Assistant: One year of environmental planning or policy experience. Associate: Two years of professional environmental planning experience. Senior: Four years of professional environmental planning experience.

**Knowledge of:** Environmental analysis, research methods, and policy process, government organizations, functions, and operating methods.

**In addition, the Associate/Senior levels require knowledge of:** applicable laws and regulations; principles of environmental economics or planning; sources of information related to monitoring regional performance; methods and techniques of project management; federal grant preparation and funding requirements of various programs; computer applications in relation to planning functions.

**Ability to:** learn laws and regulations underlying air quality planning; analyze and compile policy-level and technical information; prepare clear, effective, and accurate reports; respond to public requests and inquiries.

**In addition, the Associate/Senior levels require the ability to:** plan and coordinate multi-disciplinary projects; analyze complex problems and identify logical solutions; communicate effectively in public and committee presentations of recommendations on various aspects of the planning program; interpret regional planning programs to the general public and to member agencies; independently investigate planning problems; perform professional planning work with a minimum of supervision.

**Special Requirements:** Ability to work in a standard office environment; ability to travel to different sites and locations; possession of, or ability to obtain, an appropriate, valid driver's license.

#### **APPLICATION AND SELECTION PROCEDURE**

Applicants **must** submit a completed SCAG application and résumé to:

##### **Southern California Association of Governments**

Attn: Human Resources Office  
818 West 7<sup>th</sup> Street, 12<sup>th</sup> Floor  
Los Angeles, California 90017  
(213) 236-1910  
(213) 630-1493 fax  
[www.scag.ca.gov](http://www.scag.ca.gov)

Applications will be accepted on a continuous basis until SCAG's needs are met. This recruitment may close at any time without prior notice.

The most qualified applicants will be invited to participate in the selection process based on the application, supplemental questionnaire and résumé submitted. Applicants must clearly demonstrate through their application materials that they meet the qualifications listed above. The selection process may consist of an application screening, oral presentation, and oral board interview.

#### **EMPLOYMENT INFORMATION**

- Before employment, applicants will be required to provide documentation that verifies their proof of eligibility to work in the United States.
- Reference checking will be done prior to hire. A thorough background check including a review of criminal history, DMV report, pre-employment physical, alcohol and drug-screening and financial history may be conducted for certain classifications.
- Employees are required to serve a one-year probationary period before achieving regular status. Manager and director positions are employed through an annual contract.

#### **EMPLOYEE PROGRAMS AND BENEFITS**

- **Insurance Coverage:** Employees may choose from two HMO and two PPO CalPERS health plans and two dental plans and a vision plan. SCAG contributes \$800/month towards insurance premiums with the cost difference paid out in cash. Life insurance, in the amount of \$50,000 is provided by SCAG. Short term and long term disability insurance plans are provided by SCAG.
- **Retirement:** Employees become members of the California Public Employees' Retirement System (CalPERS) 2% @ 55 plan. SCAG pays the employee's 7% contribution. ICMA and MetLife 457 deferred compensation

plans are available. Employees do not pay into Social Security.

- **Holidays:** A total of 13 paid holidays – 9 designated and 4 floating – are provided annually.
- **Vacation:** Ten to twenty days per year, depending on length of experience.
- **Sick Leave:** Employees earn sick leave at the rate of 3.6923 hours every payroll period.
- **Health, Dependent Care, and Parking Reimbursement Account:** A tax-exempt savings plan is offered to pay eligible expenses associated with health, dependent care, and parking.
- **Rideshare/Transportation Incentive Program:** SCAG pays up to \$155 towards monthly bus pass, vanpool, or Metrolink, \$35 per month for ridesharing. In order to receive this benefit, employees must use one of the listed options at least 13 days per month.
- **Flexible Time/Modified Work Week:** Some employees may work a modified 9-80 work schedule, with every other Friday off. SCAG offers a flexible work schedule to allow employees some flexibility on daily work hours.
- **Other Benefits:** SCAG offers credit union membership in the E-Central Credit Union. Employees may have their paychecks automatically deposited. A tuition reimbursement program is offered to employees.

#### **THE ORGANIZATION**

The Southern California Association of Governments (SCAG) is a regional planning agency and a Council of Governments, established in 1965. SCAG works to develop long-range policies and action plans to address issues of regional and sub-regional concern and to help local agencies meet Federal and State planning mandates. SCAG serves as a center for information exchange on a broad range of transportation, growth management, environmental, infrastructure, and institutional issues. The SCAG region includes six counties, one hundred eighty-seven cities, 38,000 square miles and a population of 17 million. For more information on SCAG, please visit our website at [www.scag.ca.gov](http://www.scag.ca.gov).

SCAG is located in bustling downtown Los Angeles. Los Angeles (LA) is located on the beautiful California Coast, and offers a year-round Mediterranean climate. The area is known for its cultural venues, sports centers, garment, and jewelry districts, high-rise buildings, shopping, tourist attractions, fine restaurants, zoos, and museums. It is home to such professional sports organizations as the LA Lakers, Clippers, Sparks, Kings, and Dodgers. Downtown LA is easily accessible by Metrolink train, underground Metro, and bus.

#### **EQUAL EMPLOYMENT OPPORTUNITY**

SCAG is an equal employment opportunity employer. All personnel policies and programs are administered without regards to race, color, religion, political belief, age, national origin, sex, disability, cultural background, or sexual orientation. If you require assistance to participate in this recruitment, please call the Human Resources Office at (213) 236-1931.